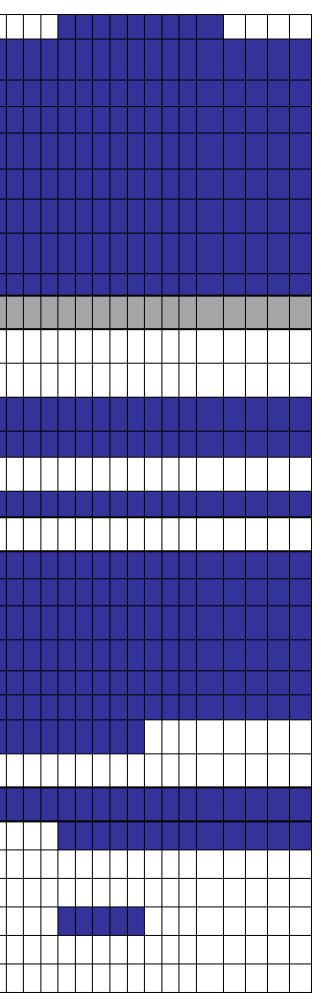
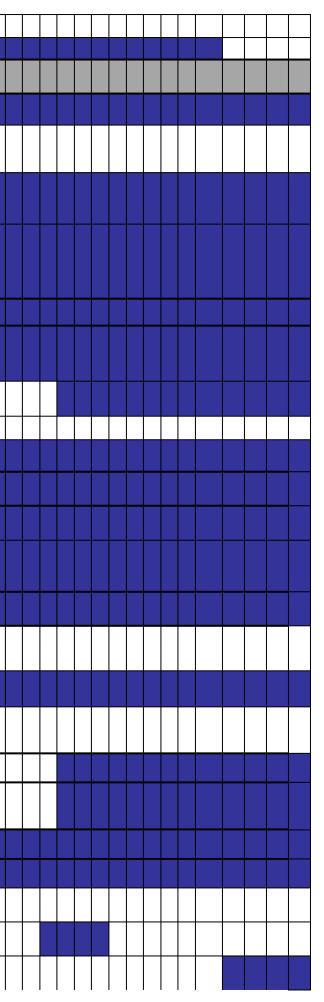
	Workforce and Development (October17)																Wł	iat is c	urren	t week	?		77							
Ref	Milestone Action	Owner	Week Start Date	Duration of Milestone	Milesto Actio Complet Not Star In Progr Comple Slippa	one n 2102 rted - rted ress co ge 66	10 July 2017	2017 2017 2017 2017 2017 2017 2017 2017	2017 Sol 2017	07 August 2017 14 August 2017	g 201 51 August 2017	28 August 2017 2   G1 September 2017 1	92 11 September 2017 das   18 September 2017 20 <th>25 September 2017 02 October 2017</th> <th>09 October 2017</th> <th>23 October 2017</th> <th>30 October 2017 06 November 2017</th> <th>28 13 November 2017 <b>AON</b></th> <th>20 November 2017 27 November 2017</th> <th>04 December 2017</th> <th>8 11 December 2017 33   9 18 December 2017 102 34</th> <th>25 December 2017</th> <th>01 January 2018 08 January 2018</th> <th></th> <th>29 January 2 05 February</th> <th>12 February</th> <th>19 February 2018 26 February 2018</th> <th>05 March 2018</th> <th>12</th> <th>800 80 80 80 80 80 80 80 80 80 80 80 80</th>	25 September 2017 02 October 2017	09 October 2017	23 October 2017	30 October 2017 06 November 2017	28 13 November 2017 <b>AON</b>	20 November 2017 27 November 2017	04 December 2017	8 11 December 2017 33   9 18 December 2017 102 34	25 December 2017	01 January 2018 08 January 2018		29 January 2 05 February	12 February	19 February 2018 26 February 2018	05 March 2018	12	800 80 80 80 80 80 80 80 80 80 80 80 80
1	Primary Care Workforce Strategy	Director of Nursing	78	27	Not Star		5 07	00 03	/ /0	/1 //	2 73	14 13	70 77	18 15	80 8	1 02 0	5 04	05	50 87	00	35 50	51 5	2 33	54 55	50 5	38 3	9 100	101	102 1	JJ 104
1.1	Develop and finalise strategy covering all staff groups spanning both clinical and non-clinical roles within Primary Care	Marianne Thompson	78	8	Not Star	rted																	Π			T				
1.2	Implementation plan to be developed	Marianne Thompson	81	7	Not Star	rted																								
1.3	Implementation plan and draft strategy to be submitted for ratification at the Primary Care Strategy Committee	Marianne Thompson	87	4	Not Star	rted																								
1.4	Commence implementation and provide on going update to workforce task and finish group	Marianne Thompson	88	17	Not Star	rted																								
1.5	Workbook to be updated on a regular basis (monthly) pertaining to the strategy at every stage.	ALL	79	26	Not Star	rted																				$\square$			$\square$	
	Primary Care Strategy	Sarah Southall	53	52	In Progr	ress																								
2.1	Pro-actively undertake workforce analysis at regular intervals to inform the workforce plan achieving a multi professional workforce	Group Managers/ Marianne Thompson	84	21	Not Star	rted																								
2.2	The plan should be owned at practice group/locality level and due consideration given to the recruitment, retention and development of personnel across all staff groups	Group Managers	79	26	Not Star	rted																								
2.3	Regularly review training and development needs spanning all staff groups (linked to 4.2 and 4.7)	Marianne Thompson	78	14	Not Star	rted																						T		
2.4	Evaluate training and development review spanning all staff groups (linked to above 2.3)	Marianne Thompson	92	5	Not Star	rted																								
2.5	To ensure identified needs within each practice group and skill mix are reflected in workforce plan(s), overseen by the task and finish group (linked to 4.2 and 4.7)	Group Managers	81	7	Not Star	rted																								
2.6	Develop a strong correlation between skill mix and health care need including MEC (Making Every Contact Count) (link to 4.2,4.6,4.7)	SS/LC	53	52	In Progr	ress																								
2.7	prevention and innovative ways of delivering care to patients through multi-disciplinary team working with health and social care partners i.e. community teams, also including mental health therapists	Sarah Southall	66	22	In Progr	ress																								
2.8	Develop a recruitment programme to attract and recruit personnel to work in Wolverhampton offering the necessary training and development to train them locally in the city (this also includes trainees and development of existing employees).	Sarah Southall/ Marianne Thompson	66	26	In Progr	ress																								
2.8.1	Through work with practice groups/localities create a working environment that encourages trainees to remain in Wolverhampton	Marianne Thompson	79	26	Not Star	rted																								
2.9	Encourage and support those living in the area with suitable qualifications to work in primary care, maximising their employment potential i.e. hours, working at scale and seven day working.	Marianne Thompson	88	17	Not Star	rted																								
2.10	Occupational Health Service for GPs facing burnout	NHSE/Jo Reynolds	53	26	Comple	eted																								
	Establish and maintain strong links with stakeholder educational establishments with the following:	Marianne Thompson	78	14	Not Star	rted																								
	Wolverhampton University (bi monthly update via workbook)	Marianne Thompson	78	14	Not Star	rted																								
2.11.2	CPEN (SLA)	Liz Corrigan	78	14	Not Star	rted																								
2.11.3	Health Education West Midlands	Marianne Thompson/ Liz Corrigan	78	14	Not Star	rted																								
2.11.4	Voluntary Training Scheme (link to 4.8)	Marianne Thompson	78	14	Not Star	rted				$\top$														$\top$		++		1		
	Develop a portfolio of educational events and oversee delivery of educational events for both medical, nursing and non-clinical staff groups:	Marianne Thompson	62	43	In Progr	ress																								
2.11.5.1	Clinical Education for nurses (10 point action plan)	Liz Corrigan	62	43	In Progr	ress																								
2.11.5.2	Clinical Education for GPS (Team W/Trainees)	Jo Reynolds/ Dr Agarwal	62	43	In Progr	ress																								
2.11.5.3	Education for non clinical staff	Marianne Thompson/ Jo Reynolds	62	43	In Progr	ress																								

										 			 	<del></del>	
2.12	Review effectiveness of 2.9 (link to 3.4 Practice Nurse Ten Point Action Plan )	Marianne Thompson	92	9	Not Started										
2.13	Primary Care workforce dashboard to be developed based on the principles of the Primary Care Workforce Strategy and General Practice Five Year Forward View (including National Study) (link to 4.4)	Marianne Thompson	88	17	Not Started										
2.14	To seek approval of Primary Care workforce dashboard and the relevant Committee/Boards	Marianne Thompson	88	17	Not Started										
2.15	To implement the Primary Care Workforce dashboard	Marianne Thompson	88	17	Not Started	Γ									
2.16	To monitor the progress and identify early warnings where shortfalls/risks affecting the workforce can be identified and mitigated at the earliest opportunity.	Marianne Thompson	88	17	Not Started										
2.17	To report upon findings of the Primary Care Workforce Dashboard to relevant Committees/Boards	Marianne Thompson	88	17	Not Started										
2.18	Identifying and securing resources internal and external to WCCG to support the implementation of the strategy through strong partnership working	Marianne Thompson/ ALL	88	17	Not Started										
2.19	sound information sharing among other task and finish group leads to aid effective implementation of the Workforce Strategy and strong allegiance with wider implementation of the Primary Care Strategy.	Marianne Thompson/ Chair	88	17	Not Started										
2.20	Comm's and Engagement Sub Group (linked to 2.2,2.8,2.9,2.11, 3.0 and 4.0)	Sarah Southall	66	39	In Progress										
3.0	GPFV/STP Collaborative working	Jo Reynolds													
3.1	Increase recruitment and retention of doctors within Primary Care	Jo Reynolds	To confi												
3.1.1	West Midlands Training allocation	Jo Reynolds	To confi												
3.1.2	Multi-disciplinary Primary Care Careers Marketing campaign (STP)/ Workforce coms and engagement sub group	Jo Reynolds	66	39	In Progress										
3.1.3	International recruitment of qualified overseas doctors	Jo Reynolds	75	30	In Progress										
3.1.4	Targeted Enhanced Recruitment Schemes (£20,000 bursaries in the areas that have found it hardest to recruit unto GP training	Jo Reynolds	To confi												
3.1.5	Post CCT Fellowships	Jo Reynolds / Dr Agarwal	62	43	In Progress										
3.2	Increase numbers of other staff working in primary care:	Jo Reynolds	To confi												
3.2.1	Mental Health therapists	Jo Reynolds	79	26	Not Started										
3.2.2	Clinical Pharmacists and existing community pharmacy working in general practice	Group Managers	66	39	In Progress										
3.2.3	practice nursing workforce development plan and improve training capacity in general practice increasing in the number of pre-registration nurse and return to practice. (link to 4.2, 4.3,4.8)	Liz Corrigan/CPEN	53	52	In Progress										
3.2.4	Physician Associates to support General Practice	Marianne Thompson/ Dr Agarwal	62	43	In Progress										
3.2.5	Self referral to physiotherapists	Jo Reynolds	79	26	Not Started										
3.5.6	medical assistant roles	Jo Reynolds	79	26	Not Started										
3.2.7	Practice Manager development, alongside access for practice managers to the new national development programme	Jo Reynolds/ Group Managers	58	39	In Progress										
3.2.8	£3.5 million investment in multi-disciplinary training hubs in every part of England to support the development of the wider workforce within general practice (link to 2.11.2))	Jo Reynolds	To confi												
3.3	Practices need to create protected time and space to support effective team	Marianne Thompson	66	39	In Progress										
3.3.1	Workforce Strategy implementation/monitoring within groups	Marianne Thompson/ Group Managers	92	13	Not Started										
3.3.2	STP baseline assessment (workforce)	Sarah Southall	66	5	Completed						1				1
3.3.3	Develop STP workforce strategy	Sarah Southall	75	4	In Progress									$\uparrow \uparrow$	+
3.3.4	STP workforce strategy monitoring (via STP GPFV working group quarterly update)	Sarah Southall	92	5	Not Started										
3.3.5	STP workforce strategy monitoring ( via STP GPFV working group quarterly update)	Sarah Southall	105	5	Not Started										
3.3.6	STP workforce strategy monitoring (via STP GPFV working group quarterly update)	Sarah Southall	118	5	Not Started										



3.3.7	STP workforce strategy monitoring (via STP GPFV working group quarterly update)	Sarah Southall	131	5	Not Started								Τ			$\square$	Т	Τ
3.3.8	Realisation from benefits from all training programmes	Jo Reynolds	88	13	Not Started							+	+	╈				ſ
4.0	Practice Nurse Ten Point Action Plan	Liz Corrigan																T
4.1	Action 1 - Celebrate and raise the profile of general practice nursing and promote general practice as a first destination career	Liz Corrigan	53	52	In Progress													
4.1.1	Workforce promotional video to feature local GPNs and HCAs (including a Nursing Associate) focusing on promoting the profession from a local point of view also including information on development and employment opportunities.	Sarah Southall	66	18	In Progress													
4.1.2	Refresh and upgrade of the Practice Nurse webpages to reflect, training opportunities, vacancies, guidance and celebration of good practice. To be based on other local and national information pages and signposting to other useful pages.	Liz Corrigan	71	39	In Progress													
4.2.3	Work with Locality Managers and Project Manager, and the CEPN to consolidate workforce plans and provide intelligence on local nursing workforce needs, taking into account regional and national drivers and guidance.	Liz Corrigan	53	52	In Progress													
4.2	Action 2 - Extend Leadership and Educator roles	Liz Corrigan	53	52	In Progress													
4.2.1	Working with HEWM to promote access to on-line leadership programmes e.g. Edward Jenner and access to the Triumvirate Leadership Programme is underway (the application process for the Triumvirate Programmes managed by HEWM).	Liz Corrigan	53	78	In Progress													
4.2.2	Encourage nurses to play an active role in identifying training and development opportunities via the GPN forum/Practice Makes Perfect	Liz Corrigan	92	31	Not Started											Π		T
4.2.3	To identify local GPN educators within higher education	Liz Corrigan	71	8	Completed													T
4.2.4	Explore scope for employment of a Primary Care Nurse Facilitator as part of future workforce development plans.	Liz Corrigan	66	39	In Progress													
4.3	Action 3 - Increase the number of pre-registration placements in general practice	Liz Corrigan	53	52	In Progress													
4.3.1	promote mentor training and maintenance of placement sites in liaison with the CEPN and the University of Wolverhampton	Liz Corrigan/CPEN	53	52	In Progress													
4.3.2	CCG to work in conjunction with the university to encourage all practices and groups to consider placements, and to encourage those with an existing mentor qualification to have an update as well as new mentors to undergo training.	Liz Corrigan/ University	53	52	In Progress													
4.4	Action 4 - Establish inductions and preceptorships	Liz Corrigan	53	104	In Progress													
4.4.1	Work with the GPN leads steering group and the CEPN to explore how we can pre-empt and look at embedding this via practice groups in advance via collaboration with the Project and Locality Managers.	Liz Corrigan	105	52	Not Started													
4.4.2	Explore opportunities at present to link with RWT training and development team and other providers to provide a basket of recommended induction training that is suitable for RNs and HCAs.	Liz Corrigan	66	39	In Progress													
4.4.3	Work with HEWM, CEPN and local universities to facilitate access to the Fundamentals of General Practice Nursing programmes and identify alternative funding streams e.g. Learning and Development Loans where required.	Liz Corrigan	53	26	Completed													
4.5	Action 5 - Improve access to 'return to practice' programmes	Liz Corrigan	92	57	Not Started													
4.5.1	The development of GPN specific Return to Nursing programmes by HEWM and local universities to be driven by the National Team then the CCG to ensure that candidates can access suitable mentorship.	Liz Corrigan (driven nationally)	92	57	Not Started													
4.6	Action 6 - Embed and deliver a radical upgrade in prevention	Liz Corrigan	53	52	In Progress													
	Promote the MECC agenda within Primary Care and explore to identify what is already in place and what needs to be done.	Sarah Southall/ Liz Corrigan	53	52	In Progress													
4.6.2	Work with Public Health to promote the prevention agenda within nurse and HCA training and raise awareness (quarter 1)	Liz Corrigan	71	4	In Progress		T					T					T	
	Work with Public Health to promote the prevention agenda within nurse and HCA training and raise awareness (quarter 2)	Liz Corrigan	91	4	Not Started											$\square$	T	Ť
	Work with Public Health to promote the prevention agenda within nurse and HCA training and raise awareness (quarter 3)	Liz Corrigan	101	4	Not Started					1		╡	╎	T		$ \uparrow $	+	+



4.7	Action 7 - Support access to educational programmes to deliver national priorities as set out in the Five Year Forward View	Liz Corrigan	53	52	In Progr	ress													
4.7.1	Work is ongoing with the CEPN and HEWM to ensure that funding opportunities are made available for Wolverhampton GPNs.	Liz Corrigan/ CPEN	53	26	Comple	eted													
4.7.2	Provide information on local training and development opportunities for primary care via the practice nurse website.	Liz Corrigan	71	39	In Progr	gress													
4.7.3	liaise with Locality Managers to work with practice groups and ensure that nurses and HCAs have the opportunity to access programmes via access to study leave.	Liz Corrigan/ Marianne Thompson	84	21	Not Star	arted													
4.7.4	To provide ongoing information around alternative funding streams such as, advanced learner loans, training and development loans, student loans for part-time courses, post-graduate student loans and training bursaries from QNI and RCN.	Liz Corrigan	71	39	In Progr	ress													
4.8	Action 8 - Increase access to clinical academic careers and advanced clinical practice	Liz Corrigan	53	52	In Progr	ress													
4.8.1	Work with the CEPN and HEWM to ensure that funding opportunities are made available for Wolverhampton GPNs as well as for other professionals.	Sarah Southall/ Liz Corrigan	53	52	In Progr	gress													
4.8.2	identify and promote alternative funding streams for ACP courses (see above)	Liz Corrigan	53	26	Comple	eted													
4.9	Action 9 - Develop healthcare support worker (HCSW), apprenticeship and nursing associate career pathways	Liz Corrigan	53	52	In Progr	ress													
4.9.1	Project Managers, Locality Managers and Practice Leads to identify practice needs regarding staff development (forms part of the GPN training agenda and the workforce development plans)	Liz Corrigan/ CPEN	84	21	Not Star	arted													
4.9.2	Ensure that HCAs are included in the overall GPN training agenda including access to study leave	Liz Corrigan/ Group Managers	84	21	Not Star	arted													
4.9.3	Work with CEPN, HEWM and local apprenticeship providers to identify what is available and provide information around the nursing/HCA agenda and local requirements relating to NMC guidance around placements and mentorship. Liaising with the Project Manager to provide intelligence for the overall agenda.	Liz Corrigan/CPEN	53	52	In Progr	ress													
4.10	Action 10 - Improve Retention	Liz Corrigan	То	he															
4.10.1	Review programmes in other areas as per GPFV and liaise with HEWM around plans relating to the action plan.	ALL (driven nationally)		rmed	Not Star	arted											T		